King County

KING COUNTY INTERNATONAL AIRPORT
POLICY AND PROCEDURE

Effective Date: June 15, 2007 Signed: _____
Division Director

Topic: Response to Spills

I. Policy:

In accordance with applicable state and federal laws, it is the policy of the King County International Airport (Airport) that any Operator who generated a spill shall be subject to the following policy and procedure. Depending upon circumstances such as size, location of spill, or Operator's failure to adequately follow these policy and procedures the Airport may respond by mobilizing a commercial spill response service and/or by using Airport supplies, equipment, and personnel. When the Airport responds to clean-up a spill, or assists in spill clean up, the responsible Operator shall retain full financial responsibility and shall reimburse the Airport for all costs incurred. These costs include but are not limited to materials, equipment, supplies, in-house and contract labor as well as ARFF stand-by time incurred.

II. Organizations Affected:

This policy and procedure shall apply to all Operators on the Airport

III. Definitions:

- Operator is any individual or organization with access to the Airport and for any reason has the opportunity to cause a spill.
- Spill is the release of any liquid other than clean water to any area not designed for storage or management of that liquid.
- Waste is any solid or liquid material resulting from the clean-up of a spill.

IV. Responsibilities and Procedure:

Each Airport Operator must take the following preparations:

1. Provide annual spill prevention, preparedness, and response training to all staff involved in fueling activities. At a minimum, the training shall include the location and proper use of spill response equipment. Annually submit names of all trained personnel completing spill response programs to Airport Operations.

2. Each tenant who dispenses fuel on the Airport shall identify a supervisor that has responsibilities for fuel training under FAR Part 139.321. These personnel shall be required to attend an annual Fuel Spill Prevention Training class hosted by the Airport.

3. Maintain spill containment, control, and clean-up supplies and shall conduct annual inspection to ensure adequate spill response products are on hand at all times.

4. Comply with all applicable federal, state, and local laws and regulations relating to Spill Prevention, Preparedness, and Response Programs.

5. Make this policy available to all employees having fuel storage, transportation, or dispensing responsibilities.

V. <u>Operator-Spill Procedures:</u>

Step 1 – Notification

- ❑ 1. Immediately contact the Airport's ARFF unit-(206-296-7392) to report any spill, regardless of size.

Step 2 – Provide ARFF with the following information

- ❑ 1. Product type
- ❑ 2. Size of spill
- ❑ 3. Location of spill including whether the product has entered any catch basins or soils
- ❑ 4. Whether containment and/or clean up is underway

Step 3 – Required Actions

- ❑ 1. Assess safety of nearby people and property and alert them of any hazardous risk.

- ❑ 2. At a minimum, the Operator shall take immediate action to absorb or divert the flow of the spill from any nearby stormwater drain opening.
  - o Capture any free product using buckets, plastic sheathing, or other appropriate means.
  - o For any spills on aircraft parking aprons use particulate absorbents such as for all spills. Do not use pads.
  - o All spills of over one (1) gallon or covering more than 15 square feet must at a minimum include cleaning of the pavement or surface with high-pressure water while collecting all wastewater. All spilled product, absorbent materials or wastewater must be collected for off-site disposal.
  - o All spilled material that enters the stormwater system or wastewater associated with spill response must be immediately removed from the stormwater drainage system.

- ❑ 3. Arrange for safe and proper disposal of all waste generated during a cleanup.

Step 4 – Following Response

- ❑ 1. Within 48 hours transmit record of spill and response to the Airport Operations and ARFF.